

6-4-1918

Board of Trustees Meeting Minutes 1918-06-04

Bowling Green State University

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<u>F-4</u>		
Northwestern Ohio Nat. Gas Co., City	Gas for April & May 1-11	30.86
Ohio Northern Pub. Serv. Co., City	Light and power for April	41.24
<u>F-6</u>		
H. B. Williams, City	Exp. acct. for April	19.40
" " "	Express for April	9.01
Rea McCain, City	Exp. account	1.35
J. E. Shatzel, City	" " for April	4.05
<u>F-7</u>		
Receivers, Cent. Union Tel. Co., City	Telephone serv. for May	4.50
Wood Co. Tel. Co., City	" " " "	3.50
<u>F-9</u>		
Home Steam Laundry, City	Laundry	.81
J. W. Greene Co., Toledo	Tuning two pianos	5.00
Ohio State Reformatory, Mansfield	Bulletins	46.95

Moved by Shatzel and seconded by Collins that said pay rolls, claims and expense accounts be allowed and paid from the funds provided for payment of same, fund designation to be made by Dr. Williams. Voting aye: Ganz, Collins, Shatzel. Nays, none. Motion declared carried.

Meeting adjourned to re-convene on call of President Ganz.

Attest: J. E. Shatzel Secretary E. H. Ganz President

Bowling Green, Ohio, June 4, 1918

Minutes of meeting of the Board of Trustees of Bowling Green State Normal College, held at the administrative office of the Board, on Tuesday, June 4th, 1918, convening at 11 o'clock.

Members present: President E. H. Ganz, Treasurer F. E. Reynolds, Secretary J. E. Shatzel. Absent: Vice President J. E. Collins. President of the College, Dr. H. B. Williams, Contractor Carl Steinle, and Mr. Edwards, representing the architects, also in attendance.

Minutes of previous meetings read and approved.

Dr. Williams presented and read a letter from the Attorney General of Ohio concerning the commission contract entered into by the Board with Mr. Brandt. Moved by Reynolds and seconded by Shatzel that said contract be amended by interlineation, as suggested by the Attorney General, so that it may appear that said contract covers only the present work being done by The Finch Engineering Company on the College campus. All members voted aye. Motion declared carried.

Dr. Williams reported that he and Mr. Brandt had gone to Columbus to arrange for the filing and approval of amended plans and specifications, particularly with reference to the entrance way at Thurstin Avenue and rock excavation, and that said plans and specifications had now been prepared as suggested by the state authorities and were ready for action of the Board. Moved by Reynolds and seconded by Shatzel that said plans and specifications be approved as supplemented and amended and that the President and Secretary be authorized to sign same, as well as the certification of change in contract, etc., for and on behalf of the Board. Voting aye: Ganz, Reynolds, Shatzel. Nays, none. Motion declared carried.

Dr. Williams nominated the following teaching staff for the summer sessions of 1918, to-wit:-

G. W. Beattie	300.00
F. G. Beyermann	270.00
C. J. Biery	300.00
Mary T. Chapin	232.50
Allan W. Grissom	200.00
Wm. P. Holt	300.00
Ruth McConn	172.50
E. L. Moseley	300.00
J. R. Overman	300.00
C. E. Douglass	300.00
L. L. Winslow	300.00

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J. W. Zeller	300.00
W. L. Spencer	300.00
Harriett Z. Campbell	262.50
Effie Alexander	175.00
Maude Cottingham	175.00
Ella Holley	175.00
Lucy H. Meacham	175.00
Helen Waugh	80.00
H. E. Hall	300.00
Laura Mengert	137.50
Alfred Bellingham	300.00
Ione Breese	40.00
J. S. Mendenhall	200.00
R. A. Cummins	300.00
R. E. Offenbauer	300.00
Marie Dickore	150.00
Mrs. Grace Walker	210.00
B. G. Grim	200.00
H. H. Helter	300.00
Margaret Lehmann	225.00
J. H. R. Moore	250.00
H. J. Powell	225.00
C. E. Rogers	250.00
W. P. Starkey	250.00
Mary C. Dearborn	175.00

Moved by Shatzel and seconded by Reynolds that said nominations be approved and confirmed and that the salary schedule be adopted as recommended by Dr. Williams. Voting aye: Ganz, Reynolds, Shatzel. Nays, none. Motion declared carried.

Dr. Williams presented the following resignations, to-wit:-

Bowling Green, O. 4-29-18

H.B. Williams, President
State Normal College
Bowling Green, Ohio

Dear Sir: I hereby tender you my resignation as
Financial Clerk of said College.

Thanking you for the many courtesies extended me
during the past year and assuring you of my best wishes
for yourself and the B. G. N. C.

I am, very truly yours,

Fred W. Toan

Bowling Green, O. 4-5-18

Dr. H. B. Williams
Bowling Green, Ohio

Dear Sir:-

I hereby resign my position as matron of
Williams Hall, as I find it impossible for one person
to properly fulfill all the duties the position demands.
This resignation is to take place June 7th, 1918.

Yours respectfully,

Nelle Morgan

President Williams announced the resignation of J. E. Talbot, Director of the Training School, who had enlisted in the Ordnance Dept., resignation effective May 18th.

Moved by Reynolds and seconded by Shatzel that said resignations be accepted as of May 11, 1918, June 7, 1918, and May 18, 1918 respectively. All members voted aye. Motion declared carried.

President Williams appointed C. E. Douglass as an instructor in Education for the remainder of the academic year ending on June 7th at an annual salary of \$2000.00, appointment effective May 6, 1918.

Moved by Reynolds and seconded by Shatzel that said appointment be accepted, effective May 6, 1918. All members voted aye. Motion declared carried.

In connection with the resignation of Miss Morgan, Dr. Williams reported that he had made tentative arrangements with Miss Susan Chase, for five years past connected with Scott High School, Toledo, Ohio, to take charge of the College cafeteria, pending the selection of a permanent matron of Williams Hall. Also stated that he was endeavoring to

find a suitable person to take the place of Mr. Toan.

Estimate No. 13, in favor of The Steinle Construction Company, amounting to \$2802.50, duly certified by the architects, was presented for allowance. Moved by Reynolds and seconded by Shatzel that said Estimate No. 13 be allowed upon the certification of the architects and paid from fund designated as Maintenance G-2 Training School Building 1917-18. Voting aye: Ganz, Reynolds, Shatzel. Nays, none. Motion declared carried.

Fee bills of Howard & Merriam, architects, on Estimate No. 11, amounting to \$71.80, on Estimate No. 12, amounting to \$118.64, and on Estimate No. 13, amounting to \$56.05, were presented for allowance. Moved by Reynolds and seconded by Shatzel that said fee bills on Estimate No. 11 amounting to \$71.80 and Estimate No. 12 amounting to \$118.64, be allowed and paid from the fund designated Maintenance G-2 Training School Building, 1917-18, and that the fee bill on Estimate No. 13 amounting to \$56.05 be laid on the table. Voting aye: Ganz, Reynolds, Shatzel. Nays, none. Motion declared carried.

Estimate No. 3, in favor of The Finch Engineering Company, amounting to \$5179.16, duly certified by Louis Brandt, architect, was presented for allowance. Moved by Shatzel and seconded by Reynolds that said Estimate No. 3 be allowed and paid from fund designated Maintenance G-3 Grading, Walks, etc. Voting aye: Ganz, Reynolds, Shatzel. Nays, none. Motion declared carried.

The bills of Louis Brandt on Estimate No. 1, amounting to \$97.53, on Estimate No. 2, amounting to \$259.96, and Estimate No. 3, amounting to \$258.96, were presented for allowance. Moved by Reynolds and seconded by Shatzel that said fee bills be allowed and paid from fund designated as Maintenance G-3 Grading, Walks, etc., when the Brandt contract is approved by the Attorney General. Voting aye: Ganz, Reynolds, Shatzel. Nays, none. Motion declared carried.

Moved by Reynolds and seconded by Shatzel that the fee bill for engineer's services, amounting to \$150 from March 25, 1918 to April 25, 1918, and \$150 from April 25, 1918 to May 25, 1918, be allowed and paid out of fund designated as Maintenance G-3 Grading, Walks, etc., when the Brandt contract has been approved by the Attorney General and providing there is a fund sufficient in amount and available from which to pay same. Voting aye: Ganz, Reynolds, Shatzel. Nays, none. Motion declared carried.

Moved by Reynolds and seconded by Shatzel that the President and Secretary be authorized to sign amended contract with Mr. Brandt as suggested by the Attorney General. Voting aye: Ganz, Reynolds, Shatzel. Nays, none. Motion declared carried.

Dr. Williams presented for action of the Board the following pay roll, to-wit:-

G. W. Beattie	Instructor	1	mo.	116.66
F. G. Beyermann	"	1	"	100.00
C. J. Biery	"	1	"	111.11
Mary T. Chapin	"	1	"	86.11
Nancy J. Church	"	1	"	55.55
Allan W. Grissom	"	1	"	72.22
Harriet S. Hayward	"	1	"	105.55
E. G. Hesser	"	1	"	105.55
Wm. P. Holt	"	1	"	111.11
Rea McCain	"	1	"	97.22
Ruth McConn	"	1	"	63.88
Donnis Martin	"	1	"	66.66
E. L. Moseley	"	1	"	116.66
J. R. Overman	"	1	"	116.66
C. E. Douglass	"	1	"	100.00
L. L. Winslow	"	1	"	111.11
J. W. Zeller	"	1	"	111.11
W. L. Spencer	Extension Teacher	1	"	111.11
Harriett Z. Campbell	"	1	"	97.22
W. P. Starkey	Instructor	1	"	41.67
Effie Alexander	Critic Teacher	1	"	58.33
Maude Cottingham	"	1	"	55.55
Myrtle Dunn	"	1	"	55.55
Ella Holley	"	1	"	55.55
Lucy H. Meacham	"	1	"	58.33
Grace M. Poorbaugh	"	1	"	58.33
				<u>2238.80</u>

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Dr. Williams presented the following claims and expense accounts for action of the Board,
to-wit:-

1917-18 AppropriationsA-3

Dr. H. C. Minnich, Oxford	Com. address and expenses	50.00
Dr. Stephen K. Mahon, Toledo	" sermon " "	25.00

C-3

T. & O. C. Ry. Co., City	Freight on coal	119.66
T. & O. C. Ry. Co., City	" " "	113.86

C-4

H. B. Williams, City	Stamped envelopes	96.30
The Democrat Co., City	Blotters	2.00
Remington Typewriter Co., Toledo	Carbon paper, etc.	17.25
H. B. Williams, City	Postage	17.23

C-5

E. W. A. Rowles Co., Chicago	First Aid Cabinet	6.50
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C-8

Maas Bros., City	Groceries	14.71
English Bros. & Co., City	"	11.65
Blade Ptg. & Paper Co., Toledo	Photo mount.	3.50
A. E. Avery, City	Cement, etc.	8.50
Democrat Co., City	Excuse blanks	5.00
College Farm, City	Milk and vegetables	5.91
Sentinel-Tribune, City	Mimeograph paper	32.50
Calvin Tomkins, N. Y. City	Pottery plaster	5.25
Remington Typewriter Co., Toledo	Paper and type	4.00
Lehmann Bros., City	Meat	2.64
Hopper Hardware Co., City	Glue and brads	4.25
" " " "	Drills	5.40
College Farm	Milk	1.00

C-9

S. Bradbrook, City	Fertilizer	10.75
S. M. Isbell & Co., Jackson, Mich.	Seeds	3.85
W. P. Holt, City	Fertilizer	2.25
Roy Graf, Waterville, O.	Gas for farm	5.00
Banting Machine Co., Toledo	Soy beans and cow peas	20.00

C-11

Petty's Garage, City	Dry cell batteries	7.00
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D-3

Campbell Bros., City	Glass and putty	3.70
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E-5

Petty's Garage, City	Combination wagon box	46.50
Campbell Bros., City	Cultivator	9.00
Campbell Bros., City	Ax and pliers	3.75
Hopper Hardware Co., City	Spading fork	.65

E-8-Library

The H. W. Wilson Co., N.Y. City	Readers' Guide	21.00
" " " " " "	Cumulative Book Index	8.00

E-8-Other

W. M. Welch Mfg. Co., Chicago	Class records	9.00
Nelson Doubleday, Oyster Bay, N.Y.	Maps	5.95
Eberbach & Son Co., Ann Arbor	Parallel Current & Induction Apparatus	26.45
Standard Scientific Co., N.Y. City	Equip. for Science Dept.	12.59
John C. Mountjoy, Chicago	Chart	20.00
A. Flanagan Co., Chicago	Books for Train. School	8.64
Coen Bros., City	Fern stand	10.00
Campbell Bros., City	Rakes and hoes	18.34
Grand Rapids Sch. Equip. Co., Grand Rapids, Mich.	Uprights and cross bars	24.00

F-1

Campbell & Collier, City	Repairing valve, etc.	4.10
Campbell Bros., City	Bolts, etc.	3.97
F. H. Prieur, City	Repairs for farm	3.23

F-3

City Water Co., City	Water for May	37.00
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F-4

Ohio Northern Public Service Co., City	Light & Power for May	34.04
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F-6

Fred Cook, City	Drayage	1.75
H. B. Williams, City	Express advanced	5.05
E. H. Ganz, Fremont	Expense account	6.80
J. E. Shatzel, City	" "	4.18
T. & O. C. Ry. Co., City	Freight	2.08
H. B. Williams, City	Expense account	23.55

F-7

Receivers, Cent. Union Tel. Co., City	Tel. service for June	4.50
Wood County Tel. Co., City	" " " "	3.50

F-9

Petty's Garage, City
 Franklin Ptg. & Eng. Co., Toledo
 Am. Jersey Cattle Club, N.Y. City
 Petty's Garage, City
 R. D. Marble, City
 Home Steam Laundry, City
 G. B. Fulton, City

Horse shoeing .75
 Half tones 96.88
 Applications for registration 6.00
 Horse shoeing 1.50
 Breeding 2.00
 Laundry 2.25
 Explosive License and Certified Copy .50

G-3-Piping, Water Wells, etc.

Frank Houser, City

Water Wells Est. #2 745.50

G-3-Gas Plant

Frank Houser, City

Gas Wells Est #4 884.10

Moved by Shatzel and seconded by Reynolds that the pay roll, claims, and expense accounts presented by Dr. Williams be allowed and paid from the funds provided for payment of same, fund designation to be made by Dr. Williams. Voting aye: Ganz, Reynolds, Shatzel. Nays, none. Motion declared carried.

On motion the Board adjourned to meet on call of the President.

Meeting adjourned.

Attest:

Secretary

President

Bowling Green, Ohio, June 20, 1918

Minutes of meeting of Board of Trustees of the Bowling Green State Normal College, held in the administrative office of the Board, on Thursday, June 20, 1918, convening at 10 o'clock A. M.

Members present: President E. H. Ganz, Treasurer F. E. Reynolds, and Secretary J. E. Shatzel. President of the College, Dr. H. B. Williams, present.

Dr. Williams took up with the Board the matter of a salary schedule for the coming year, to be reported to the State Budget Commissioner forthwith. After due consideration the following schedule was adopted by unanimous vote of the Board, to-wit:-

President	\$4500
Dean	2950
Financial Clerk	1500
Clerk	900
Head Janitor	900
Supt. Bldgs. & Grounds	900
Chief Engineer	1200
Licensed Fireman	900
2 Extension Teachers	
1 @	2200
1 @	1800

In respect to the salaries of professors and critic teachers for next year, the Board of Trustees adopted the following scale:

Professors in the service of the school four years,
 Maximum, \$2200
 Professors in the service of the school three years,
 Maximum, \$2100
 Critic teachers in the service of the school four years,
 Maximum, \$1200

At the suggestion of Secretary Shatzel the program of the Fourth Annual Commencement, held at the College Auditorium on June 7, 1918, was made a matter of record and is as follows, to-wit:-

PROGRAM

a. May-time - - - - - Ricci
 b. Song at Sunrise - - - - - Manney

Treble Clef Club

Invocation - - - - - Dr. E. E. Rogers

Barrack Room Ballad "Danny Deever" - - - - Damrosch

Ernest Hesser

Head of the Department of Music

State Normal College

Address, "Social Balances" - Dr. Harvey C. Minnich

Dean Teachers College
 Miami University